

ONLINE NOTICE OF WATER WELL DECOMMISSIONING

WATER WELL SUBMITTAL SERVICE

1. Access the Department of Natural Resources Groundwater home page on the web at <http://dnrdata.dnr.ne.gov/wellssql/>.

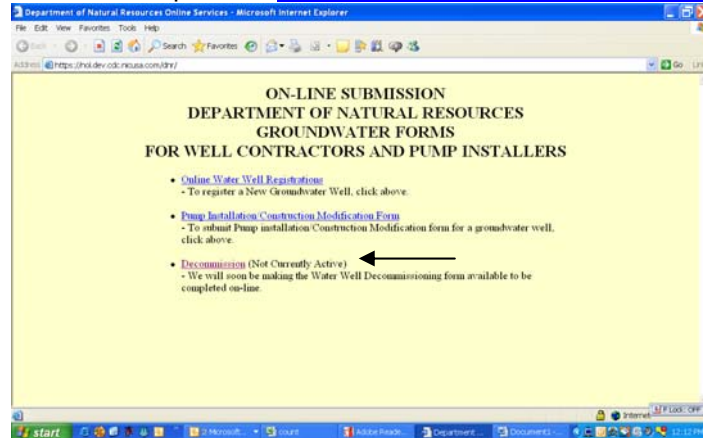
2. A new line has been added under “Other on-line options:”

To Register a New Ground Water Well, Click Here [For well contractors only]

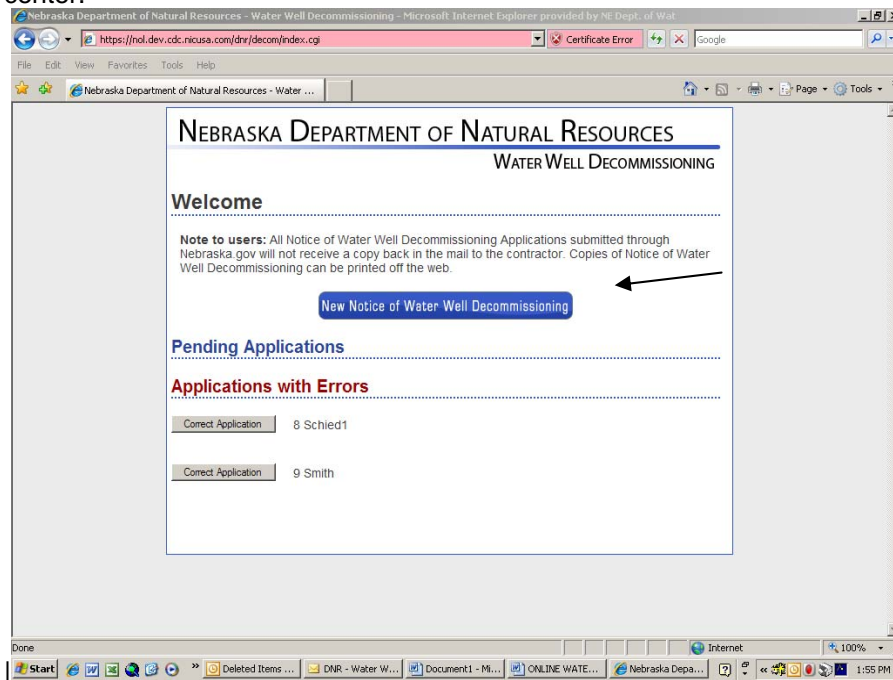
To Submit Pump Install/Construction Modification, Click Here [For well contractors/pump installers only]

To Register a New Ground Water Well, Click Here [For well contractors only]

3. You may pick either option listed in number two, they all will lead you to the same location, we have just given you three options so that anyone who was familiar with the well registration process would not be confused about losing their link.
4. When you have clicked on one of the options you will be prompted to supply your user name and password that was supplied to you by Nebraska.gov after you submitted your Water Well Service Agreement. Once you have typed this in you can click on the box next to “Remember by password”. This will allow your computer to remember your user name and password and you will not have to type it in each time.
5. You are then at a page with options for registering wells, submitting pump installation/construction modifications and decommissioning forms.
6. Click on the option for [Notice of Water Well Decommissioning](#)



7. This will take you to the Nebraska.gov program used to submit the above form. To start a new application, click on the “New Notice of Water Well Decommissioning” located in the center.



8. This will start a new form. You fill out the information as you would on the paper form. Then you click on Save and Continue at the bottom of each page.

The screenshot shows a web browser window displaying the Nebraska Department of Natural Resources Water Well Decommissioning 'Well Owner Information' form. The form contains several text input fields for personal and company information. At the bottom, there are three buttons: 'Exit', 'Clear', and 'Save and Continue >'. An arrow points to the 'Save and Continue >' button.

NEBRASKA DEPARTMENT OF NATURAL RESOURCES
WATER WELL DECOMMISSIONING

Well Owner Information

Well Owner's First Name

Well Owner's Last Name

Company Name

Attention Name

Address

City

State

Zip -

Phone Number - -

[Exit](#) [Clear](#) [Save and Continue >](#)

9. The page will be checked for errors. It will pop up errors at the top and erase the information that is incorrect. You can then put in the correct information and save the page again. The page will not advance until there are no more errors that the computer is able to check.

NEBRASKA DEPARTMENT OF NATURAL RESOURCES
WATER WELL DECOMMISSIONING

Well Owner Information

» You must enter either your last name, or your company name. You may not enter both.
» Zip Code is Required

Well Owner's First Name

Well Owner's Last Name

Company Name

Attention Name

Address

City

State

Zip -

Phone Number - -

10. At any time during the form, if you do not want to complete it at this time you can “Exit” to return to the Main Page. This will put the application into the pending area to be used later. If you decide that you did not need that form, you can send an email to pbonebright@dnr.ne.gov with the application number and it will be deleted from your files.

NEBRASKA DEPARTMENT OF NATURAL RESOURCES
WATER WELL DECOMMISSIONING

Welcome

Note to users: All Notice of Water Well Decommissioning Applications submitted through Nebraska.gov will not receive a copy back in the mail to the contractor. Copies of Notice of Water Well Decommissioning can be printed off the web.

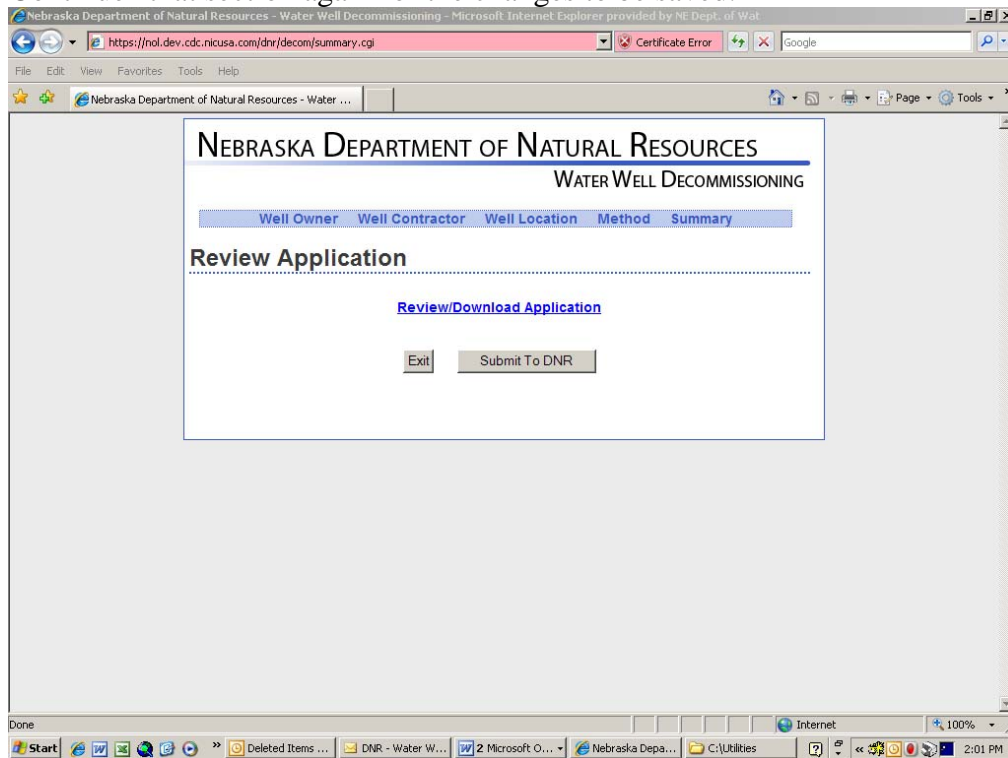
Pending Applications

Applications with Errors

8 Schied1

9 Smith

11. Once you have completed all sections you will be at the end of the form. You can either submit the form, Exit to Main Page or edit the form. To edit a section you would click on the name of the section. If you make changes, you must “Save and Continue” that section again for the changes to be saved.



12. Once you Submit this Application it will be sent to the Department of Natural Resources for review. If the application is accepted, a copy will be sent to the owner and the image will be made available on the web through the well registration number. If the application is rejected, you will receive an email explaining the reason and the application will be returned to you in the Application with Errors section of your starting page.

If you have any questions, please do not hesitate to contact Pam Bonebright at (402)471-0572.